

Sewanee Village Design Review Application for New Construction



DESIGN REVIEW POLICIES:

Function of the Village Planner.

To ensure architectural and urban design harmony is maintained and adherence to the Sewanee Village Implementation Plan and Pattern Book is upheld for all new development and redevelopment in the Village and surrounding areas. No structure or improvement shall be erected or altered until the approvals described in this document have been obtained.

Scope of Responsibility.

The Village Planner will review all improvements, including alterations and modifications to structures. Approval by the Village Planner does not relieve an owner of the obligation to obtain required County approvals.

Limitations of Responsibilities.

The Village Planner reviews are for aesthetic purposes only and does not assume responsibility for:

- Structural adequacy, capacity, or safety features.
- Non-compatible or unstable soil conditions, erosion etc.
- Compliance with building codes, safety requirements, and governmental laws, regulations or ordinances.
- Performance or quality of work of contractors.

Administration.

The Village Planner is appointed by the University. The Village Planner may appoint an administrator to handle the day-to-day responsibilities of processing applications.

Design Review Fee.

The first round of Design Review is not subject to any fees. Any stage of review that is denied approval must be resubmitted and an Additional Review Fee will be collected. A fee schedule can be obtained from the Lease Office. Review fees are subject to change with prior notice from time to time.

Submission & Review Policies.

Prior to submission of the Sketch Design Review, leaseholders/developers or their architects shall schedule a Design Kickoff Workshop with the Village Planner in order to address any general concerns, requirements and restrictions.

Due to the extensive review process required for new construction, please submit applications or requests for meetings or inspections as soon as possible, and be sure that all applications are complete. Incomplete applications will not be accepted.

In the case of Step 2 Schematic Design, Step 3 Design Review, and Step 4 Construction Document Review, the Village Planner will review the application and either recommend approval, approval with conditions, or defer or deny the application. In all cases, except deferral, one set of PDF documents with comments will be returned to the applicant. Any stage of review that does not receive approval must be resubmitted the following month or any month thereafter.

Sewanee Village Design Review Application for New Construction

DESIGN REVIEW STEPS:

STEP 1: Design Workshop (REQUIRED UNLESS OTHERWISE NOTIFIED)

The intent of this workshop is to create an opportunity for the applicant to work directly with the University and its Village Planner before the applicant has done any design work. During the workshop, the Sewanee team will set expectations to ensure the remainder of the process goes smoothly for the applicant. The applicant should bring their architect or designer to the workshop where they will work with the Village Planner to create an initial Schematic Design in an interactive and collaborative environment.

Requirements:

Blank Paper
Open Mind & Collaborative Spirit

STEP 2: Schematic Design (REQUIRED)

The intent of this review is to confirm conformance with the Sewanee Village Pattern Book early in the design process. Please note that this submission should be preliminary sketches only, based on the results of the Design Workshop.

Requirements:

| | |
|--------------------------------------|---------------------------|
| Block Plan at 1"=40' (if applicable) | Roof Plan at 1/8"=1'-0" |
| Lot Plan at 1/8"=1'-0" | Elevations at 1/8"=1'-0" |
| Floor Plans at 1/8"=1'-0" | Historic Precedent Images |

STEP 3: Design Development Review (REQUIRED)

This review confirms compliance of the design details with the Sewanee Village Pattern Book and verifies that the previous comments made by the Village Planner have been incorporated.

Requirements:

| | |
|---------------------------------------|------------------------------------------|
| Block Plan at 1"=100' (if applicable) | Historic Precedent Images |
| Lot Plan at 1"=20' | Building Section at 1/4"=1'-0" |
| Floor Plans at 1/4"=1'-0" | Wall Section and Details at 1.5"=1'-0" |
| Roof Plan at 1/8"=1'-0" | Materials, Colors and Samples |
| Elevations at 1/4"=1'-0" | Landscape Plan at 1"=20' (if applicable) |

STEP 4: Construction Documents (REQUIRED)

Requirements:

Complete Set Construction Documents

Foundation Stakeout Review (REQUIRED)

This inspection verifies that the proposed building(s) is/are situated on the leasehold as approved.

Requirements:

Inspection Request

Change During Construction (AS NECESSARY)

Any changes to during construction must be submitted for review. To avoid delays in construction, all buildings should be constructed as designed and approved unless extenuating circumstances prohibit such.

Requirements:

Any revised drawings illustrating proposed change
Description of proposed change

Sewanee Village Design Review Application for New Construction

| Step | Review Authority | Application Submittal / Meeting Request Due Date: | As long as application is complete, applicant will receive response by: |
|------|--------------------------------------------------------------------|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Design Workshop Village Planner | Request workshop on any business day | Design Workshop will be scheduled no later than one month after request, depending on applicant and Village Planner availability |
| 2 | Schematic Design Village Planner & Lease Committee | Submit application one month prior to Lease Committee meeting | Response from Village Planner will be received within 15 business days of submittal and schematic design and Village Planner's recommendation will be presented to Lease Committee for approval. |
| 3 | Design Review Village Planner | Submit application any business day | Village Planner will review. |
| 4 | Construction Documents Village Planner & Lease Committee | Submit application one month prior to Lease Committee meeting | Response from Village Planner will be received within 15 business days of submittal and final construction documents and Village Planner's recommendation will be presented to Lease Committee for approval. |
| 5 | Foundation Stakeout Inspection University Staff | Request inspection on any business day | Foundation Stakehouse Inspection will be scheduled no later than 2 weeks after request, depending on University Staff availability |
| 6 | Change During Construction Village Planner &/or Lease Committee | Submit application any business day | Response from Village Planner will normally be received within 7 business days of submittal |
| 7 | Post Construction Review University Staff | Request inspection on any business day | Foundation Stakehouse Inspection will be scheduled no later than 2 weeks after request, depending on University Staff availability |

Sewanee Village Design Review Application for New Construction



Please fill out completely and legibly to ensure review

| | | | |
|-------------------|--|--------------------|--|
| Leasehold Number: | | Leasehold Address: | |
|-------------------|--|--------------------|--|

| | |
|----------------------|--|
| Leaseholder Name(s): | |
| Address: | |
| Phone: | |
| Email: | |

| | |
|--------------------------------------------------------------------------------------------|--|
| Project Description (ex: Type of building - Commercial, Residential, Mixed Use): | |
|--------------------------------------------------------------------------------------------|--|

| | | | | | |
|------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|--------------------------|
| Architectural Style (See Pattern Book): (check box below style) | Folk | Folk Victorian | Craftsman | Classical Revival | Other |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If other, describe: | | | | Est. Construction Start Date: | |
| Square footage of proposed structure(s): | | | | Est. Construction End Date: | |

| | | | |
|-------------------------------------|--|------------------------------------------------------|--|
| Proposed Architect/Designer: | | Are They On The Approved List? (yes or no) | |
| Contact: | | | |
| Address: | | | |
| Phone: | | | |
| Email: | | | |

| | |
|--------------------------|--|
| Proposed Builder: | |
| Contact: | |
| Address: | |
| Phone: | |
| Email: | |

Questions? Please contact Sallie Green, Superintendent of Leases at 931-598-1998 or sallie.green@sewanee.edu

Sewanee Village Design Review - New Construction - Step 1 Design Workshop

The intent of this workshop is to create an opportunity for the applicant to work directly with the University and its Village Planner before the applicant has done any design work. During the workshop, the Sewanee team will set expectations to ensure the remainder of the process goes smoothly for the applicant. The applicant should bring their architect or designer to the workshop where they will work with the Village Planner to create an initial Schematic Design in an interactive and collaborative environment.

Leasehold
Number:

Leasehold Address:

| | | | |
|-------------------------------------|----------------------|----------------|--|
| STEP 1 Design Workshop | Workshop Date: | Meeting Notes: | |
| | <input type="text"/> | | |

Checklist:

- Blank Paper
- Open Mind & Collaborative Spirit

Sewanee Village Design Review - New Construction - Step 2 Schematic Design

The intent of this review is to confirm conformance with the Sewanee Village Pattern Book early in the design process. Please note that this submission should be preliminary sketches only, based on the results of the Design Workshop.

Leasehold Number:

Leasehold Address:

| | | | | | | |
|---------------|------------------|---------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------------------|
| STEP 2 | Schematic Design | Initial Submittal Date (MM/DD/YY) | Review Date (MM/DD/YY) | Initial Review Check One: | Resubmittal Date (if applicable) | Second Review Check One: |
| | | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 20px; height: 20px;" type="checkbox"/> Approved | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 20px; height: 20px;" type="checkbox"/> Approved |
| | | Application Complete? (yes or no) | | <input style="width: 20px; height: 20px;" type="checkbox"/> App. w/Conditions | Re-review Fee: | <input style="width: 20px; height: 20px;" type="checkbox"/> App. w/Conditions |
| | | <input style="width: 100%; height: 25px;" type="text"/> | | <input style="width: 20px; height: 20px;" type="checkbox"/> Deferred | | <input style="width: 20px; height: 20px;" type="checkbox"/> Deferred |
| | | <input style="width: 100%; height: 25px;" type="text"/> | | <input style="width: 20px; height: 20px;" type="checkbox"/> Denied | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 20px; height: 20px;" type="checkbox"/> Denied |
| Review Notes: | | | | | | |

Checklist:

All required checklist items must be formatted for email (PDF). A single, multi-page PDF file is acceptable.

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input style="width: 30px; height: 20px;" type="checkbox"/> Block Plan at 1"=40' (if applicable) <input style="width: 30px; height: 20px;" type="checkbox"/> North arrow, scale <input style="width: 30px; height: 20px;" type="checkbox"/> Building type and footprint | LINK: <input style="width: 400px; height: 25px;" type="text"/> <input style="width: 30px; height: 20px;" type="checkbox"/> Neighboring lots (in all directions) |
| <input style="width: 30px; height: 20px;" type="checkbox"/> Lot Plan at 1/8"=1'-0" <input style="width: 30px; height: 20px;" type="checkbox"/> North arrow <input style="width: 30px; height: 20px;" type="checkbox"/> Scale <input style="width: 30px; height: 20px;" type="checkbox"/> Property lines, dimensions and area <input style="width: 30px; height: 20px;" type="checkbox"/> Easements <input style="width: 30px; height: 20px;" type="checkbox"/> Building footprints with entries noted <input style="width: 30px; height: 20px;" type="checkbox"/> Encroachments, if any, dimensioned <input style="width: 30px; height: 20px;" type="checkbox"/> Sidewalks, driveways and patios | LINK: <input style="width: 400px; height: 25px;" type="text"/> <input style="width: 30px; height: 20px;" type="checkbox"/> Finished floor elevations <input style="width: 30px; height: 20px;" type="checkbox"/> Existing and proposed grades <input style="width: 30px; height: 20px;" type="checkbox"/> Natural features <input style="width: 30px; height: 20px;" type="checkbox"/> Tree location and identification, trees proposed for removal and retention <input style="width: 30px; height: 20px;" type="checkbox"/> Tree protection plan <input style="width: 30px; height: 20px;" type="checkbox"/> HVAC Equipment |
| <input style="width: 30px; height: 20px;" type="checkbox"/> Floor Plans at 1/8"=1'-0" <input style="width: 30px; height: 20px;" type="checkbox"/> Room dimensions and uses labeled <input style="width: 30px; height: 20px;" type="checkbox"/> Total square footage | LINK: <input style="width: 400px; height: 25px;" type="text"/> <input style="width: 30px; height: 20px;" type="checkbox"/> Roof drip line |
| <input style="width: 30px; height: 20px;" type="checkbox"/> Roof Plan at 1/8"=1'-0" <input style="width: 30px; height: 20px;" type="checkbox"/> All roof penetrations | LINK: <input style="width: 400px; height: 25px;" type="text"/> |
| <input style="width: 30px; height: 20px;" type="checkbox"/> Elevations at 1/8"=1'-0" <input style="width: 30px; height: 20px;" type="checkbox"/> Openings, doors and windows <input style="width: 30px; height: 20px;" type="checkbox"/> Materials rendered and specified, including colors <input style="width: 30px; height: 20px;" type="checkbox"/> Roof pitches <input style="width: 30px; height: 20px;" type="checkbox"/> Awnings <input style="width: 30px; height: 20px;" type="checkbox"/> Open or closed eave condition if any | LINK: <input style="width: 400px; height: 25px;" type="text"/> <input style="width: 30px; height: 20px;" type="checkbox"/> Building height to the eaves, ridges and parapet walls <input style="width: 30px; height: 20px;" type="checkbox"/> Finished grade and finished floor elevations <input style="width: 30px; height: 20px;" type="checkbox"/> Overall height from grade at front setback |
| <input style="width: 30px; height: 20px;" type="checkbox"/> Historic Precedent Images | LINK: <input style="width: 400px; height: 25px;" type="text"/> |

Sewanee Village Design Review - New Construction - Step 3 Design Development

This review confirms compliance of the design details with the Sewanee Village Pattern Book and verifies that the previous comments made by the Village Planner have been incorporated.

Leasehold Number: Leasehold Address:

| | | | | | |
|---------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|--------------------------------------------|---------------------------------------------------------|--------------------------------------------|
| STEP 3 Design Development | Initial Submittal Date (MM/DD/YY) | Review Date (MM/DD/YY) | Initial Review Check One: | Resubmittal Date (if applicable) | Second Review Check One: |
| | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="checkbox"/> Approved | <input style="width: 100%; height: 25px;" type="text"/> | <input type="checkbox"/> Approved |
| | Application Complete? (yes or no) | | <input type="checkbox"/> App. w/Conditions | Re-review Fee: | <input type="checkbox"/> App. w/Conditions |
| | <input style="width: 100%; height: 25px;" type="text"/> | | <input type="checkbox"/> Deferred | | <input type="checkbox"/> Deferred |
| | Review Notes: | | <input type="checkbox"/> Denied | <input style="width: 100%; height: 25px;" type="text"/> | <input type="checkbox"/> Denied |
| <input style="width: 100%; height: 100%;" type="text"/> | | | | | |

Checklist:

All required checklist items must be formatted for email (PDF). A single, multi-page PDF file is acceptable.

| | |
|-----------------------------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Block Plan at 1"=100' (if applicable) | LINK: <input style="width: 450px;" type="text"/> |
| <input type="checkbox"/> North arrow, scale | |
| <input type="checkbox"/> Building type and footprint | <input type="checkbox"/> Neighboring lots (in all directions) |

| | |
|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Lot Plan at 1"=20' | LINK: <input style="width: 450px;" type="text"/> |
| <input type="checkbox"/> North arrow | <input type="checkbox"/> Finished floor elevations |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Existing and proposed grades |
| <input type="checkbox"/> Property lines, dimensions and area | <input type="checkbox"/> Natural features |
| <input type="checkbox"/> Easements | <input type="checkbox"/> Tree location and identification, trees proposed for removal and retention |
| <input type="checkbox"/> Building footprints with entries noted | <input type="checkbox"/> Tree protection plan |
| <input type="checkbox"/> Encroachments, if any, dimensioned | <input type="checkbox"/> HVAC Equipment |
| <input type="checkbox"/> Sidewalks, driveways and patios | |

| | |
|-----------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Floor Plans at 1/4"=1'-0" | LINK: <input style="width: 450px;" type="text"/> |
| <input type="checkbox"/> Room dimensions and uses labeled | <input type="checkbox"/> Roof drip line |
| <input type="checkbox"/> Total square footage | |

| | |
|---------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Roof Plan at 1/8"=1'-0" | LINK: <input style="width: 450px;" type="text"/> |
| <input type="checkbox"/> All roof penetrations | |

| | |
|-----------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <input type="checkbox"/> Elevations at 1/4"=1'-0" | LINK: <input style="width: 450px;" type="text"/> |
| <input type="checkbox"/> Openings, doors and windows | <input type="checkbox"/> Building height to the eaves, ridges and parapet walls |
| <input type="checkbox"/> Materials rendered and specified, including colors | <input type="checkbox"/> Finished grade and finished floor elevations |
| <input type="checkbox"/> Roof pitches | <input type="checkbox"/> Overall height from grade at front setback |
| <input type="checkbox"/> Awnings | |
| <input type="checkbox"/> Open or closed eave condition if any | |

Checklist (continued):

| | |
|-----------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Historic Precedent Images | LINK: <input style="width: 450px;" type="text"/> |
|-----------------------------------------------------------|--------------------------------------------------|

| | | |
|--------------------------|-----------------------------------------------|----------------------------|
| <input type="checkbox"/> | Building Section at 1/4"=1'-0" | LINK: <input type="text"/> |
| <input type="checkbox"/> | Floor elevations relative to proposed grade | |
| <input type="checkbox"/> | Floor-to-floor heights, roof slope and height | |

| | | |
|--------------------------|------------------------------------------------------------|----------------------------|
| <input type="checkbox"/> | Wall Section and Details at 1.5"=1'-0" | LINK: <input type="text"/> |
| <input type="checkbox"/> | Openings, doors and windows (including heads and sills) | |
| <input type="checkbox"/> | Porches and balconies including railings | |
| <input type="checkbox"/> | Ornamental elements and trim | |
| <input type="checkbox"/> | Inside and outside corners (pilasters, corner boards, etc) | |
| <input type="checkbox"/> | Eaves and cornices | |
| <input type="checkbox"/> | Columns, capitals and bases | |
| <input type="checkbox"/> | Fences and garden walls | |
| <input type="checkbox"/> | Chimneys | |

LINK:

| | | |
|--------------------------|---------------------------------------------------------------------------------------------------|--|
| <input type="checkbox"/> | Materials, Colors and Samples | |
| | (Please provide images or web links for colors & samples. Physical samples will not be accepted.) | |
| <input type="checkbox"/> | Roof | |
| <input type="checkbox"/> | Roof Trim | |
| <input type="checkbox"/> | Gutters & Downspouts | |
| <input type="checkbox"/> | Exterior Walls | |
| <input type="checkbox"/> | Exterior Trim | |
| <input type="checkbox"/> | Foundation, posts and piers | |
| <input type="checkbox"/> | Windows, doors and garage doors | |
| <input type="checkbox"/> | Porches, decks and balconies (surfaces and railings) | |
| <input type="checkbox"/> | Fences and garden walls | |
| <input type="checkbox"/> | Sidewalks, driveway and patios | |

| | | |
|--------------------------|-------------------------------------------------------------|----------------------------|
| <input type="checkbox"/> | Landscape Plan at 1"=20 (if applicable) | LINK: <input type="text"/> |
| <input type="checkbox"/> | Latin and common names of all material | |
| <input type="checkbox"/> | Size, quantity and location of all material | |
| <input type="checkbox"/> | Planting and maintenance specifications | |
| <input type="checkbox"/> | Garden elements such as walls, paving, arbors, fences, etc. | |
| <input type="checkbox"/> | Location and design of lighting and signage | |

Sewanee Village Design Review - New Construction - Step 4 Construction Documents

Leasehold Number:

Leasehold Address:

| | | | | | | |
|----------------------------------------------------------------------|-------------------------------|---------------------------------------------------------|---------------------------------------------------------|--------------------------------------------|---------------------------------------------------------|--------------------------------------------|
| STEP 4 | Construction Documents | Initial Submittal Date (MM/DD/YY) | Review Date (MM/DD/YY) | Initial Review Check One: | Resubmittal Date (if applicable) | Second Review Check One: |
| | | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="checkbox"/> Approved | <input style="width: 100%; height: 25px;" type="text"/> | <input type="checkbox"/> Approved |
| | | Application Complete? (yes or no) | | <input type="checkbox"/> App. w/Conditions | Re-review Fee: | <input type="checkbox"/> App. w/Conditions |
| | | <input style="width: 100%; height: 25px;" type="text"/> | | <input type="checkbox"/> Deferred | | <input type="checkbox"/> Deferred |
| | | <input style="width: 100%; height: 25px;" type="text"/> | | <input type="checkbox"/> Denied | <input style="width: 100%; height: 25px;" type="text"/> | <input type="checkbox"/> Denied |
| Review Notes: <input style="width: 95%; height: 75px;" type="text"/> | | | | | | |

Checklist:

All required checklist items must be formatted for email (PDF). A single, multi-page PDF file is acceptable.

| | |
|------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Title Sheet | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> All Required Items from Step 3 | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| Block Plan at 1"=100' (if applicable) | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| Lot Plan at 1"=20' | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| Floor Plans at 1/4"=1'-0" | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| Roof Plan at 1/8"=1'-0" | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| Elevations at 1/4"=1'-0" | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| Building Section at 1/4"=1'-0" | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| Wall Section and Details at 1.5"=1'-0" | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| Landscape Plan at 1"=20' (if applicable) | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| All Materials, Colors & Samples | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> Demolition Plans (if applicable) | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> Civil Engineering Plans | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> Structural/Framing Plans | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> Architectural Schedules & Specifications (all windows, doors, materials and other details) | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> Foundation Plan | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> Interior Elevations & Details | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> Mechanical & Electrical Plans | LINK: <input style="width: 95%; height: 20px;" type="text"/> |
| <input type="checkbox"/> Plumbing Plans | LINK: <input style="width: 95%; height: 20px;" type="text"/> |

Sewanee Village Design Review - New Construction - Step 5 Foundation Stakeout Inspection

This inspection verifies that the proposed building(s) is/are situated on the leasehold as approved.

Leasehold
Number:

Leasehold Address:

| STEP 5 Foundation Stakeout Insp. | Inspection Request Date (MM/DD/YY) | Inspection Date (MM/DD/YY) | Approved? | Reinspection Date (if appl.) | Approved? |
|-----------------------------------------------|---------------------------------------|-------------------------------|-----------|---------------------------------|-----------|
| | | | | | |

Sewanee Village Design Review - New Construction - Step 6 Change During Construction

Any changes to during construction must be submitted for review. To avoid delays in construction, all buildings should be constructed as designed and approved unless extenuating circumstances prohibit such.

Leasehold
Number:

Leasehold Address:

| | | | | | |
|---------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|--------------------------------------------|---------------------------------------------------------|--------------------------------------------|
| STEP 6 Change During Construction | Initial Submittal Date (MM/DD/YY) | Review Date (MM/DD/YY) | Initial Review Check One: | Resubmittal Date (if applicable) | Second Review Check One: |
| | <input style="width: 100%; height: 100%;" type="text"/> | <input style="width: 100%; height: 100%;" type="text"/> | <input type="checkbox"/> Approved | <input style="width: 100%; height: 100%;" type="text"/> | <input type="checkbox"/> Approved |
| | Application Complete? (yes or no) | | <input type="checkbox"/> App. w/Conditions | Re-review Fee: | <input type="checkbox"/> App. w/Conditions |
| | <input style="width: 100%; height: 100%;" type="text"/> | | <input type="checkbox"/> Deferred | | <input type="checkbox"/> Deferred |
| | Review Notes: | | <input type="checkbox"/> Denied | <input style="width: 100%; height: 100%;" type="text"/> | <input type="checkbox"/> Denied |
| <input style="width: 100%; height: 100%;" type="text"/> | | | | | |

Checklist:

All required checklist items must be formatted for email (PDF). A single, multi-page PDF file is acceptable.

Any revised drawings illustrating proposed change

LINK:

Description of proposed change:

Sewanee Village Design Review - New Construction - Step 7 Post Construction Inspection

This inspection confirms that built improvements comply with the Sewanee Village Implementation Plan and Sewanee Village Pattern Book, and with all comments made throughout the review process.

Leasehold
Number:

Leasehold Address:

| STEP 7 Post-Constr. Insp. | Inspection Request Date (MM/DD/YY) | Inspection Date (MM/DD/YY) | Approved? | Reinspection Date (if appl.) | Approved? |
|---------------------------------|---------------------------------------|-------------------------------|-----------|---------------------------------|-----------|
| | | | | | |